

Gridley Unified School District Job Description

JOB TITLE:	Special Education Teacher	SALARY RANGE:	Certificated Salary Schedule
LOCATION:	Elementary/Secondary	CLASSIFICATION:	Certificated
REPORTS TO:	Site Principal	BOARD APPROVED:	February 7, 2007

SUMMARY: Under direction of the principal, provides an educational program for Students with Disabilities (SWD) in relation to their ability in one or all of the following subjects: oral expression, listening comprehension, written expression, basic reading skills, reading comprehension, mathematics calculation and mathematics reasoning.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Instructs students identified as having exceptional needs, regardless of grade level, in accordance with the plan outlined by the Individual Education Program (IEP) for each student enrolled in the special education class.
- Provides or coordinates instruction in all areas of the core curriculum as indicated in each student's Individual Education Plan (IEP); provides frequent, intensive and individually planned small-group and/or individual instruction in areas of need; provides instruction in Like Skills as indicated in student's IEP.
- Evaluates and makes periodic reports on the achievement and personal adjustment of SWD, in cooperation with the principal and teaching staff.
- Consults staff members regarding the remedial processes and difficulties involved in instructing these students.
- Integrates the program for SWD with the total educational program of each assigned school.
- Works with the school staff toward full integration of the student into the regular school program as specified by the IEP.
- May co-teach or assist in regular education classes in which SWD are enrolled when appropriate.
- Confers with parents and professional staff members on each student's progress.
- Assists other staff professionals in the diagnoses of learning disorders, development of planned remediation, and evaluation of the results.
- Provides appropriate physical and psychological environment to establish and reinforce acceptable student behavior, attitudes, social skills and self-image.
- Serves as a member of the Individual Education Plan (IEP) team for all students enrolled in their class.
- Provides a summary of the student's progress in terms of learning and/or behavior since the last written evaluation at the appropriate time during the academic year.
- Responsible for writing annual goals and short-term objectives of Individual Education Plans for the identified students after obtaining input from appropriate IEP team members.
- Provides for career and vocational assessment and development and focus on academic achievement and the attainment of competencies or differential graduation requirements for those students in grades 7-12.
- Provides information and assistance to identified students and their parents as needed.
- Maintains professional competence by participation in special inservices and staff development training sessions offered by the District and Special Education Local Plan Area.
- Performs other related special education duties as specified by the Special Education Local Plan Area, site administrator and Director of Special Education.

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QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE: Must hold: appropriate credential as prescribed by law authorizing the teaching of students plus the Specialist: Learning Handicapped Credential.

LANGUAGE SKILLS: Ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals. Ability to write routine reports and correspondence. Ability to effectively present information in one-on one and small group situations to students, co-workers, parents and other employees of the organization. Knowledge of rules governing correct grammar, spelling and punctuation. Bilingual ability may be required. to this position.

MATHEMATICAL SKILLS: Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY: Ability to solve practical problems and deal with a variety of concrete variables in situations where creative problem solving is required. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

CERTIFICATES, LICENSES, REGISTRATIONS: California Drivers License (required by the first day of service). Proof of adequate automobile insurance coverage.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand; walk; sit; use hands to manipulate, handle, or feel; reach with hands and arms; climb or balance, stoop, kneel, crouch, or crawl; and taste or smell. The employee may lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is exposed to outside weather conditions. The noise level in the work environment is usually moderate.